

# Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:  
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2019 MAY -9 PM 4:48

**Post-Travel Filing Instructions:** Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**  
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Massachusetts Institute of Technology

Travel date(s): April 17, 2019 - April 19, 2019

Name of accompanying family member (if any): \_\_\_\_\_

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

## Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input checked="" type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	Total: \$510.00 \$350.00 (airfare) \$80.00 (bus trans. in MA) \$80 for roundtrip trans. to/from DC airport.	Total: \$398.00	Total: \$231.00	\$0

## Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Please see attached agenda.

May 9, 2019  
(Date)

Douglas B. Pack  
(Printed name of traveler)

Douglas B. Pack  
(Signature of traveler)

## TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

5/9/19  
(Date)

Steve Daino  
(Signature of Supervising Senator/Officer)

**EMPLOYEE PRE-TRAVEL AUTHORIZATION**

**Pre-Travel Filing Instructions:** Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at [ethics.senate.gov](http://ethics.senate.gov). Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Douglas B. Pack

Employing Office/Committee: Office of U.S. Senator Steve Daines (R-MT)

Private Sponsor(s) (list all): Security Studies Program at the Massachusetts Institute of Technology

Travel date(s): April 17-19, 2019

*Note: If you plan to extend the trip for any reason you must notify the Committee.*

Destination(s): Cambridge, MA and Lexington, MA

Explain how this trip is specifically connected to the traveler's official or representational duties:

As a Military Legislative Assistant, I am responsible for advising the Senator on policy and budgetary matters pertaining to national security, the armed forces, and foreign affairs. I routinely prepare information ahead of floor votes, draft hearing materials, and prepare legislation for the Senator's consideration. The MIT Security Studies Program will help inform these duties by providing focused analysis of volatile regions where the potential for armed conflict is high, and provide insight into advanced research and development efforts conducted jointly between DoD and academia to develop new technology able to counter 21st century threats.

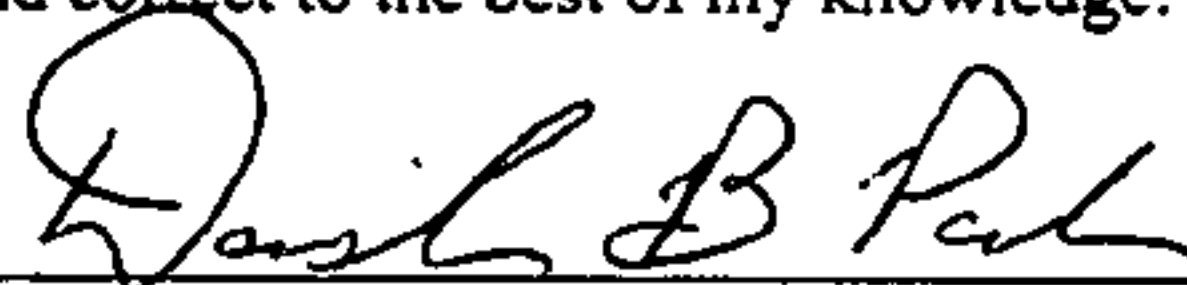
Name of accompanying family member (if any): None

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

3-29-2019

(Date)



(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

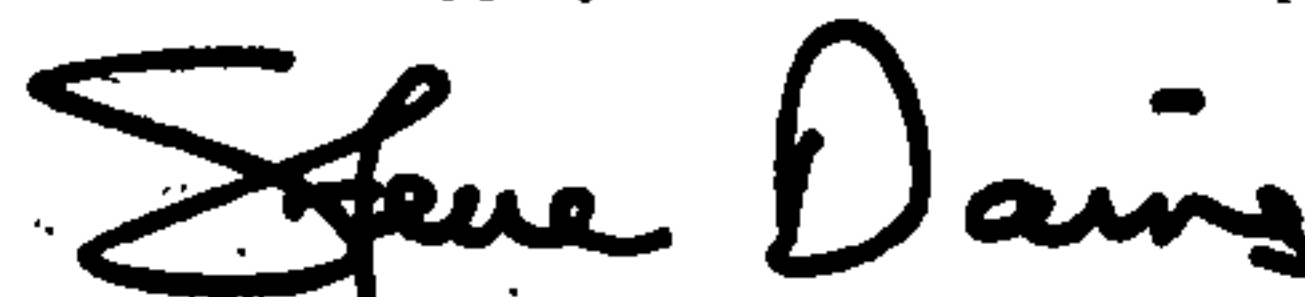
I, U.S. Senator Steve Daines hereby authorize Douglas B. Pack  
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

3/29/19

(Date)



(Signature of Supervising Senator/Officer)



**77 Massachusetts Avenue, Building 3-208  
Cambridge, Massachusetts 02139-4307 U.S.A.  
Phone 1-617-253-0148**

**Mr. Doug Pack  
Military Legislative Assistant  
Sen. Steve Daines (R-MT)  
320 Hart Senate Office Building  
Washington, DC 20510**

I am pleased to invite you to participate in the MIT Biennial Seminar for Senior Congressional and Executive Branch Staff, to be held on the MIT campus from noon on Wednesday, April 17, until 2:00 P.M. on Friday, April 19, 2019. The seminar is sponsored by the MIT Security Studies Program through an ongoing grant from the Frankel Foundation.

The subject of this year's seminar is "Regions and Rivals: American Strategy in a Time of Uncertainty." Top outside experts and MIT faculty will examine the new and enduring challenges to U.S. power in these regions. During a period of growing uncertainty in world politics, the seminar will illuminate what motivates the major powers, how they are viewed by other regional actors, the specific military strategies and capabilities of key players, and what innovative policy options are available to the United States to meet potential threats. Experts at the MIT Lincoln Laboratory will review advanced technology developments that could produce new options for the American military.

As in the past, we are inviting Senior Congressional and Executive Branch staff from a variety of related policy areas and from committees affected by policy choices that must be made. Participation is by invitation, with the number of attendees limited to encourage intensive interaction among participants, MIT faculty, and guests from industry and academia. Support from the Frankel (MIT) Global Policy Fund makes it possible for us to reimburse, as necessary, the cost of travel and hotel accommodations. We are carefully following Ethics Committee requirements and will provide the necessary forms to satisfy your particular ethics requirements.

The organizers of this year's seminar include Dr. Barry Posen, Director, MIT Security Studies Program and Ford International Professor of Political Science; Dr. Taylor Fravel, MIT Security Studies Program and Arthur and Ruth Sloan Professor of Political Science; and Dr. Israel Soibelman, Assistant to the Director for Strategic Initiatives at Lincoln Laboratory.

If you would like to attend, you may apply no later than Friday, March 1, at <<https://cvent.me/1nnzb>>, and you will be notified by Wednesday, March 6. If you are offered a place, this will allow sufficient time for filing the necessary paperwork with your Ethics Committee by March 18. Spaces are limited, so early application is strongly suggested. James Wynn at the MIT Security Studies Program will be happy to answer any questions, and he can be reached at 617-258-6531 or at <[jpwynn@mit.edu](mailto:jpwynn@mit.edu)>. My MIT colleagues and I look forward to welcoming you to MIT on April 17, 2019.

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## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed:

1. Sponsor(s) of the trip (please list all sponsors): Security Studies Program, Massachusetts Institute of Technology
2. Description of the trip: Educational seminar over 3 days for Congressional and Executive Branch Staff  
on defense and foreign policy issues by faculty and a briefing on technology issues at MIT Lincoln Lab.
3. Dates of travel: April 17-19, 2019
4. Place of travel: Cambridge, MA and Lexington, MA
5. Name and title of Senate invitees: Please see attached list.
6. I certify that the trip fits one of the following categories:
  - ☐ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
  - ☒ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.  
AND  
☒ I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I certify that:
  - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
  - AND
  - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

**OR**

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

**OR**

☒ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

~~If the trip includes two overnight stays, please explain why the second night is practically required for~~  
Senate invitees to participate in the travel:

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11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The MIT Security Studies Program's role in this trip is to plan and execute all aspects of the trip.

MIT faculty create the agenda and topics, ensuring that the topics are relevant to current events as they relate to US foreign policy and defense interests for the staffers.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The Massachusetts Institute of Technology is a major non-profit research university with a mission focus of education and research. MIT sponsors this trip as a public service to educate staff in important public policy areas.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

MIT Security Studies Program most recently sponsored a Congressional trip in April 2017. The topics focused on foreign policy and defense related issues, with the purpose of educating US Senate and US House staffers, and to offer them the chance to interact with MIT faculty on these topics.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

SSP holds several seminars for MIT students and some that are open to the public. SSP hosts a weekly seminar series (open to public) along with some special and annual seminars for the SSP community and MIT alumni.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
	Total: \$510.00	Total: \$398.00	Total: \$231.00	\$0
<input checked="" type="checkbox"/> Good Faith estimate	\$350.00 (airfare) \$80.00 (bus trans. in MA)			
<input type="checkbox"/> Actual Amounts	\$80 for roundtrip trans. to/from DC airport.			

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves an event that is arranged or organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

The trip is held on MIT's campus in Cambridge, MA and the location enables the extensive participation of MIT faculty and regionally-based experts, and use of MIT facilities, in the program.

19. Name and location of hotel or other lodging facility:

Hyatt Regency Cambridge, 575 Memorial Drive, Cambridge, MA 02139

20. Reason(s) for selecting hotel or other lodging facility:

The hotel is located immediately adjacent to MIT's campus. It offered proximity, room availability, included breakfast, and best overall price.



21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Due to high catering costs in Cambridge we had to exceed the per diem rate by \$9 a day for two days. The lodging expenses were less than per diem rate. Total lodging and meal expenses are less than the total lodging and meal per diem rate.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Coach class round-trip airfare on American Airlines service between Washington, DC and Boston, MA.

The bus that will shuffle staff between the airport, hotel to MIT and to Lincoln Lab is also coach class.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor:



Name and Title: Barry Posen, Director, MIT Security Studies Program

Name of Organization: Massachusetts Institute of Technology

Address: 77 Massachusetts Avenue, E40-463, Cambridge, MA 02139

Telephone Number: 617-258-6531 - Point of Contact for event - James Wynn

Fax Number: 617-258-7858

E-mail Address: posen@mit.edu - Point of Contact for event - James Wynn - jpwynn@mit.edu





4:00 to 5:30pm

**Panel 2: The Military Competition in Asia**

Owen R. Cote, Associate Director, MIT Security Studies Program

Eric Heginbotham, MIT Principal Research Scientist

These speakers will focus on the nature, scope, and pace of the China military challenge that the US is facing.

7:00 to 9:00pm

Reception at the MIT Museum - Working event for seminar participants to engage with MIT Security Studies professors, panel participants, and Security Studies Program graduate students

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**Thursday, April 18**

7:30 to 8:30am

Breakfast at the Hyatt Regency

8:45am

Travel to Lincoln Laboratory, 244 Wood Street, Lexington, MA

10:00am to 12:45pm

Lab Overview and Tours:

MIT Lincoln Laboratory Overview; Dr. Israel Soibelman, Assistant to the Director for Strategic Initiatives

Dr. Soibelman will talk about the MIT Lincoln Laboratory and how it researches and develops advanced technologies to meet critical national security needs. What sets us apart from many national R&D laboratories is an emphasis on building operational prototypes of the systems we design.

*Laboratory Tours (2 groups)*

Led by: Dr. Israel Soibelman, Assistant to the Director for Strategic Initiatives / John E. Kuconis, Executive Officer

Group 1 - Microelectronics Lab (ML-202)

Daniel E. Pulver, Manager, Microelectronic Laboratory & the Advanced Technology Division Quality Management System

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Daniel Pulver will describe the Microelectronics Laboratory and how it is a state-of-the-art semiconductor research and fabrication facility that supports the design, fabrication, and packaging of novel devices.

**Group 2 - Wide Area Persistent Surveillance (S1-761) - Peter Boettcher, Assistant Group Leader, Integrated Systems & Concepts**

The group will learn about wide area persistent surveillance and how the sensor system detects all moving objects at long range in the ground or air, and marks the objects on a continuously updating real-time display.

1:00pm to 2:00pm

*Working Lunch, presentations to continue through lunch on the below topics.*

**Beaver Works Overview; Joel Grimm, ISR & Tactical Systems**

The group will hear about how the MIT Lincoln Laboratory Beaver Works Center (Lincoln Beaver Works) conducts research and educational programs that strengthen and expand collaborative efforts between Lincoln Laboratory and MIT campus.

**Lunar Laser Communications Demonstration; Dr. Bryan Robinson, Associate Group Leader of the Optical Communications Technology Group**

The group will see a demonstration of a low-cost, high-performance airborne laser communications terminal and learn about the development of a test capability to ensure interoperability among terminals.

**3D Imaging Laser Radar; Dr. M. Jalal Khan, Group Leader, Active Optical Systems**

Dr. Khan will explain his work in giving 3D imaging to radar and how these systems help provide visual updates.

2:00pm

**Travel to MIT Campus, Koch Institute**

3:15 to 4:45pm

**Panel 3: Europe and the Recovery of Russian Power**

**Carol Saivetz, Senior Advisor, MIT Security Studies Program**

**Josh Shiffrin, Assistant Professor, Pardee School of Global Studies, Boston University**

	Regional emphasis on Russia, NATO allies, and the JCPOA as relates to US European allies.
6:00 to 7:00pm	Reception, Hyatt Regency Cambridge, Informal discussions with MIT Professors, Panel speakers, and MIT Security Studies Program graduate students
7:00 to 9:00pm	Dinner, Hyatt Regency Cambridge, keynote speaker Karl Eikenberry, Director, U.S.-Asia Security Initiative, Stanford University
	The talk will detail an overview of the competition in Asia and the key actors that the US develop policy around.

**7:30 to 8:30am**

## Breakfast at the Hyatt Regency

**Bus to MIT Security Studies Program, Lucian Pye Room,  
4<sup>th</sup> floor, 1 Amherst Street, Cambridge**

### Panel 4: The “Indo Pacific”

**Taylor Fravel, MIT Arthur and Ruth Sloan Professor of Political Science**

**Vipin Narang, MIT Associate Professor of Political Science**

**Richard Samuels, Director, MIT Center for International Studies and Ford International Professor of Political Science**

**These speakers will address China, India, and Japan and how their complicated cross relationships impact American strategy across the region.**

## Break

### Panel 5: The Greater Middle East and the Global War on Terror

**Richard Nielsen, MIT Associate Professor of Political Science**

**Roger Petersen, MIT Arthur and Ruth Sloan Professor of Political Science**



1:00pm

**2:00pm**

4:00pm

## American Airlines flight 2119 to Reagan National Airport

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# United States Senate

SELECT COMMITTEE ON ETHICS

April 15, 2019

Douglas Pack  
Office of Senator Steve Daines  
United States Senate  
Washington, DC 20510

Dear Mr. Pack:

This responds to your recent correspondence concerning an invitation you received to travel to the *2019 Senior Congressional and Executive Branch Staff Seminar*, in Cambridge, Massachusetts, on April 17-19, 2019, sponsored by Massachusetts Institute of Technology (MIT). MIT certified to the Select Committee on Ethics (the Committee) that it will pay the *necessary expenses*<sup>1</sup> related to the travel and that it is neither a lobbyist, nor lobbying firm, nor agent of a foreign principal, and it is not otherwise acting as a representative or agent of a foreign government. However, MIT has certified that it is an organization designated under § 501(c)(3) of the Internal Revenue Code<sup>2</sup> that retains or employs a registered lobbyist and that no registered lobbyist or agent of a foreign principal will accompany you at *any point throughout your trip*.<sup>3</sup>

Based on information and materials available to the Committee, and assuming the **actual** travel and travel-related expenses conform to the information and materials you provided, it appears that the proposed payment or reimbursement of necessary expenses for this trip **may be accepted** under relevant Senate Rules and the Committee's *Regulations and Guidelines for Privately-Sponsored Travel*, so long as at the time of the payment or reimbursement, MIT is neither a registered lobbyist nor lobbying firm under the Lobbying Disclosure Act of 1995, nor an agent of a foreign principal under the Foreign Agents Registration Act (and is not otherwise acting as a representative or agent of a foreign government), and provided the travel and all required documents are disclosed to the Secretary of the Senate in accordance with the provisions of Senate Rules 34 and 35.

Under Senate Rule 35, Senate staff must receive advance authorization signed by the Member or officer under whose direct supervision the individual works in order to accept payment or reimbursement for necessary expenses related to fact-finding travel. Further, such authorization and expenses must be disclosed to the Secretary of the Senate by filing the completed *Employee Pre-Travel Authorization* and the *Employee Post-Travel Disclosure of*

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<sup>1</sup> The term "necessary expenses" has a specific definition. See *Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 8.

<sup>2</sup> 26 U.S.C. § 501(c)(3).

<sup>3</sup> The term "any point throughout your trip" has a specific definition. See *Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 2.

*Travel Expenses* (Form RE-1 and Form RE-2), along with a copy of the *Private Sponsor Travel Certification Form*, and all relevant attachments (e.g., the private sponsor's invitation and itinerary) **within 30 days of the conclusion of Privately-Sponsored Travel.**

Finally, Senate Rule 34 requires a reporting individual,<sup>4</sup> on his or her Financial Disclosure Report, to make an annual disclosure of the receipt of payments or reimbursements under Senate Rule 35 from a private sponsor for officially-related travel expenses where, in the aggregate, travel expenses exceed \$390 from that sponsor during a calendar year. However, if a Member, officer, or employee properly reports the receipt of necessary expenses for such travel to the Secretary of the Senate within 30 days of the travel, as discussed above, the travel expenses need not be disclosed a second time on their Financial Disclosure Report.

I hope you find this information helpful. If you have any additional questions, please do not hesitate to contact the Committee.

Sincerely,



Deborah Sue Mayer  
Chief Counsel and Staff Director

Enclosure: Travel Checklist

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<sup>4</sup> A reporting individual is someone whose salary equals or exceeds 120% of the basic rate of pay for GS-15 (\$127,914 for CY 2019) or is a political fund designee and is required to file Financial Disclosure Reports.

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